



Determination of Contractor Suspension

Contract 4600001029 - Locktender Services

*Governing Board Meeting – June 12, 2008
Sandra Close Turnquest – Deputy Executive Director
Corporate Resources*

Determination of Contractor Suspension

- **June, 2007** - Locktender Services solicited
- **September 15, 2007** - Awarded to
C&S Building Maintenance Corporation
- **December 13, 2007** - Contract executed
- **April 2, 2008** - Cure Notice mailed
- **May 23, 2007** - Termination for Default
Notice mailed



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Cure Notice – Determination Factors

Cure Notice - Contractor failed to:

- provide District two (2) weeks written notice prior to making changes in locktender assignment
- protect publicly and privately owned property
- provide uninterrupted service
- secure identification badges for its employees
- complete site mowing services for designated areas



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Cure Notice – Determination Factors

Cure Notice - Contractor failed to:

- complete terrestrial spraying services for all designated areas
- enforce the uniform policy
- remove excessive debris surrounding locktender residences
- properly maintain or replace expired fire extinguishers and life preservers



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Termination Notice – Determination Factors

Termination Notice - Contractor failed to:

- complete site mowing services for all designated areas
- complete terrestrial spraying services for all designated areas
- remove excessive debris surrounding locktender residences
- properly maintain or replace expired fire extinguishers and life preservers



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The District's Suspension Rule requires the Governing Board to determine whether to suspend a vendor after considering appropriate suspension rule factors.

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Suspension Rule Factors

- Monetary Impact – **None**
- Delays and Ramifications - **None**
- Misconduct & Gravity - **None**
- Violation of Law - **None**
- Number of Offenses - **First**
- Mitigation – **Not Applicable**

Please refer to the Suspension Factor Checklist provided in the backup material

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Staff Recommendation

Based on the impact of the contractor's performance using the suspension rule factors, staff recommends:

- 1) No Suspension**
- 2) Placing default letter in contractor's permanent file.**